
Company Secretary

In order to the Company's law and good corporate governance guidelines, the Board of Directors has designated the Company Secretary as well as determined the qualification, role, duty and responsibility of the Company Secretary as the following;

Qualification of the Company Secretary

He/she must have knowledge of the law and regulation of relevant regulatory basis such as the Public Limited Company Law, the Securities and Exchange Act, and

1. Law related to the Company's business operations. In addition, providing opinions from experts or legal advisers as a part of promoting the knowledge and understanding mentioned above.
2. Have knowledge of good corporate governance in accordance with the guidelines of the relevant regulatory agency.
3. Have basic knowledge of the company's business.
4. Have the ability for good communication.

Role, Duty and Responsibility of the Company Secretary

1. Prepare and keep the following documents:
 - Register of Directors
 - Notice of the Board of Directors' meeting, Minutes of the Board of Directors' meeting and annual report of the Company
 - Notice of the Shareholders' meeting and Minutes of the Shareholders' meeting
 - Report on the interests of the Company's directors or executives and related persons in accordance with the requirements of the law.
2. To be appropriate to storage of data (according to Clause 1). Disclosure of information is in accordance with the law, the relevant rules and regulations as well as the requirements of the Securities and Exchange Commission (SEC) and the Stock Exchange of Thailand (SET).
3. Advise and support the work of the Board of Directors regarding the law, relevant rules and procedure for Good Corporate Governance and sustainable development.
4. Supervise the meeting of the Board of Directors and subcommittees in accordance with the law. Regulations and requirements of the Securities and Exchange Commission (SEC) and the Stock Exchange of Thailand (SET).
5. Supervise the activities of the Board of Directors and any other actions in accordance with the law and/or as prescribed by the Capital Market Supervisory Board, as well as act as a liaison between the Board of Directors and executives providing news and information to directors on issues which are related to the Company's business operations.

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6. Check the Minutes of the Board of Directors meeting and subcommittees meeting in order to ensure that they are accurate and complete.
 7. Audit the Minutes of the shareholders' meeting to ensure that it is accurate and complete, including disclosing it to shareholders in accordance with the strict law and relevant regulations.
 8. Publish and approve the Company's news and information in accordance with relevant law, relevant regulation that is supervised in the direction of good corporate governance.
 9. Monitor the change of securities holdings of the Company's directors and executives.

The scope and authority of the Group Chief Executive Officer/President was approved by the Board of Directors' Meeting memorandum No. 1/2024 on February 16th, 2024 and will be effective from February 16th, 2024 onwards.

Promulgated on February 16th, 2024